
RESEARCH & ENGINEERING GROUP NEWSLETTER

VOLUME 4

NOVEMBER 1998

Comments from RADM Dyer, Assistant Commander for Research and Engineering

This is the season in which many of us pause to count our blessings and both M. Distler and I would like to take this opportunity to say “thank you” to each of you in the Research and Engineering Group. As we look back over the past twelve months, we see the many accomplishments and positive results that can be directly attributed to the efforts of all 7,900⁺ employees assigned to our 4.0 team.

If you haven’t taken the time to read Vice Admiral Lockard’s latest *Over the Horizon*, I encourage you to do so now. Pay particular attention to his comment that the TEAM is recognized by others for our ability to “adjust and excel in the face of a sea of change.” In today’s environment, I can’t think of a better reputation to have!

Also notice Vice Admiral Lockard’s overall strategy: “Taking advantage of our strengths and positioning ourselves to influence outcomes.” This strategy could also be expressed as “control your destiny or someone else will.” This, too, is excellent advice in today’s uncertain environment.

I am very thankful that, with your help, we have come so far in meeting the challenges of our changing environment. But we can’t take time now to rest on our laurels - we must continue to strengthen our organization and position ourselves to influence outcomes. Each one of us must come to work every day ready to contribute 100% to the work at hand. Each of us must be thinking of ways we can reduce our costs without impacting the quality of our products. And each of us needs to find additional ways to share our knowledge and experience with our co-workers. In doing so, we will position ourselves to influence outcomes and the NAVAIR TEAM will continue to be known for its excellence amidst a sea of change!

SPOTLIGHT ON...



Name:
Position:

Dennis (Don) Jackson
Department Head Crew Systems (AIR-46)

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“What is the most significant learning experience you’ve had in your career?”

The longer I’ve been around, the less I seem to know. I’ve found that embracing one of the constants we face in our day to day business, i.e. the need to change and adapt to new thoughts, ideas and ways of doing business, has been very important in my career.

What is the last book you read (or your most favorite one)?

I’ve particularly enjoyed Twenty-first Century Jet by Karl Sabbagh. This book describes the story behind the design and manufacture of the Boeing 777, the first large passenger airliner totally designed by computer. The discussions about Integrated Program Team interactions, technology tradeoffs, and corporate investment risk taking were very enlightening.

What are your hobbies?

Boating on Chesapeake Bay, traveling the US and Europe and “fixing” things in my workshop.

What are your thoughts about the importance of training and/or career development for employees of the Research and Engineering Group?

We can’t lose sight of the need for a well trained and skill balanced workforce. There will always be a need for leaders and followers. Ensuring proper training of both for the challenges of tomorrow is a leadership opportunity. We must recognize that proper training of our workforce is a solid investment in the future of Naval Aviation.

Editor’s Note: Shortly after this interview, we learned of Mr. Jackson’s upcoming retirement on 02 Jan 99. We will surely miss our 4.6 leader and wish Don all the best in his future endeavors. Fair Winds and Following Seas, Don!

BUSINESS PROCESS REENGINEERING QUESTIONS AND ANSWERS

The following represents employee questions and responses on BPR: (Answers have been staffed by the BPR Communication Team. Point of contact is Ms. Amy Behrman (AIR 7.1.2) at (301) 757-7689).

Q: When will Business Process Reengineering be implemented?

A: BPR teams began reporting out in the October/November timeframe. The Senior Steering Group will take several months to assess; communicate and receive feedback from the workforce, customers, stakeholders, and other organizations; and to hone these recommendations. Redesign approvals and implementation startups are expected in January or February.

Q: I would like to work on one of these BPR teams. How would I go about this?

A: Each competency has a person serving as a focal point for coordination. The 4.0 POC is Mr. Fred Shocket (AIR 4.0C1) at (301) 342-7131. All other competency POCs are listed at the process web site which is:
<http://www.nawcad.navy.mil/processes>.

Q: What is the expected/desired involvement of the unions?

A: Once the BPR teams finalize their process redesign and recommendations, specific impacts on unions will be assessed and communicated. The BPR implementation teams will work with union representatives to mutually determine how best to execute the redesigned process to meet the objectives and to continually make the process better.

Each month there will be a question and answer section devoted to the Business Process Reengineering

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Ph: (301) 757-7689

There are instances of only the attendee log being returned. The feedback form provides much needed data to improve the process. Thank you for your participation.

COMMUNICATION - MEETING THE NEED

As we complete our first year of communicating by newsletter to our team, it is appropriate to focus on the significance of communication to all of us. The individual productivity that we encourage in our workforce is enhanced by the sharing of ideas and initiatives in the same way that gemstones form a greater beauty when connected on a string.

In response to your recent comments, we are working to provide the newsletter on a web based platform. This will eliminate the current problem that some have experienced in receiving electronic versions of our newsletter. It will add the ability to reach out and more quickly link with the members of our team. In this manner, by establishing links to facilitate communication, we will utilize the web based initiative to achieve more effective contact with you, our customer.

CUSTOMER FOCUS GROUP UPDATE

In the July issue, we identified five focus groups that were chartered to provide teamwide strategic management for the Research and Engineering Group. This month, we will learn more about one of these groups and how they are undertaking their new assignment.

The Customer Focus Group, co-chaired by Dr. Don McErlean and Mr. Dave Pauling is chartered to develop management focus on how well the Research and Engineering Group is meeting the needs of its customers.

The Executive Management Board has endorsed the following mission, responsibilities and deliverables for the Customer focus group:

Mission:

- To be the advocate for and voice of the customer.
- To maximize customers' satisfaction through effective and expedient responsiveness to their needs.

Responsibilities:

- Improve customer communications and relations.
 - ⇒ Provide a method to enable customers to access information, to seek assistance and to provide feedback on products and services.
 - ⇒ Monitor customer satisfaction including measures, past performance and future planning.
 - Develop, deploy and manage a proactive process for soliciting customer feedback.
 - ⇒ Champion customer issues, facilitate resolution of complaints and implement improvements.
- Develop, with key customers, a process to govern the make/buy decision.
- Define and communicate the roles and responsibilities of competency managers, team leaders and team members in collaboration with the Organization and People Focus Group and key customers.
- Seek corporate solutions to reducing costs.
- Sustain connection to external customers.

Deliverables:

- Annual Plan of Objectives and Milestones.
- Develop customer list and points of contact

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- Strategy and Metrics Focus Group - Don McErlean.

Names of members (along with their code and site) of this focus group are listed below:

<u>NAME</u>	<u>CODE</u>	<u>SITE</u>
Don McErlean (Co-Chair)	4.3	Pax River
Dave Pauling (Co-Chair)	4.4	Pax River
Rich Trenck	4.1	Pax River
Brian Helms	4.3	Cherry Point
Leanna Radford	4.3	Cherry Point
Rick Reckert	4.4	Jacksonville
Joe Laska	4.5	Pax River
Jim Welch	4.5	North Island
Mike Stringham	4.7	China Lake
Maynard Zettler	4.9	Orlando
Ron Glockner	4.11	Pax River
Capt. Rusty Kollmorgen	SH-60 PM	Pax River
Link from the Organization and People Focus Group:		
Marc Stevens	4.11	Pax River

In the coming months, you will learn more about how this group is helping us work together as one national integrated team in accomplishing our mission and realizing our goals. Your thoughts and ideas on customer focus of our organization are very important. Please contact any member if you wish to express your ideas or comments.

WORKFORCE WALKABOUT

On Wednesday, 18Nov 98, the 4.0 Leadership Team participated in the first 4.0 Walkabout in Orlando, FL. This event, sponsored by the 4.0 Organization and People Focus Group, was designed to provide the 4.0 workforce at Orlando the opportunity to meet and communicate with their leaders. RADM Dyer and Mr. Distler visited several work spaces and talked with many 4.9 employees. Following the Walkabout, over 250 employees gathered on the lawn to ask RADM Dyer and Mr. Distler questions ranging from Business Process Reengineering to how much risk we should be taking as we perform our work assignments.

Another Walkabout is scheduled for 08 Dec 98 at China Lake, CA. Check this space in the next newsletter to hear about that event and to learn when there will be a Walkabout at your location.

MILITARY NEWS

The latest Physical Readiness Instruction, OPNAVINST 6110.1E, is effective 01 Sep 98 and states as applicable to enlisted personnel:

- During the reporting period, members who have acquired one official Physical Readiness Program failure shall receive a maximum grade of 2.0 in Military Bearing and may be marked promotable.
- If a member has two official Physical Readiness Training (PRT) failures in the same reporting period, a 1.0 in Military Bearing and a significant problem promotion recommendation must be given. Such a

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FY 1999 DEFENSE APPROPRIATION INFORMATION

The following is excerpted from the House Appropriations Committee Press Release for the FY 1999 Defense Appropriations Conference which is currently signed into public law:

The total funding amounts to \$250.5 billion in budget authority and \$244.2 billion in budget outlays. These amounts fund a force structure of 1,396,000 active duty military personnel and 877,290 Reserve and National Guard personnel.

Some specific budget provisions are:

- ◇ 30 F-18E/F fighters (\$2.77 billion), the requested number of F-18's.
 - ◇ 7 V-22 tiltrotor aircraft for the Marine Corps (\$611 million).
 - ◇ 5 CH-60 helicopters (\$125 million).
 - ◇ Budgeted number of aircraft and approval of multi-year procurement for the AV-8B Harrier fighter (12 a/c in FY 99) and the E-2C early warning aircraft (3 a/c in FY 99).
 - ◇ New aircraft carrier development (CVX) (\$105 million).
 - ◇ Navy Theater-Wide (Upper Tier) Missile Defense Program (310 million).
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SES PROFILE INFORMATION

Based on information about the Senior Executive Service for 1996, the following details are given: The average age of a federal Senior Executive Service member is 51.9 and the average length of service is 22.8 years, according to the latest available figures from the Office of Personnel Management. A large portion of the SES is of retirement age. About 24 percent are eligible to leave under regular (optional) retirement, and 37 percent under early-out rules. A majority of SES participants are college graduates holding advanced degrees - nearly 70 percent - though 4.3 percent of SES participants are not college graduates. Nearly 80 percent of SES positions are held by men. Close to 12 percent of SES jobs are occupied by minorities. About half of all SES members are in the administrative or technical fields, the remainder about evenly divided between science/engineering and other professionals. The bulk of SES positions, 74 percent, are in the Washington DC area.

This information was taken from FED manager, the free Weekly Email Newsletter for Federal Executives, Managers and Supervisors. To subscribe and find out other information about this informative newsletter, please note the Web site is <http://www.fedmanager.com>.

CAREER DEVELOPMENT INFORMATION

FREE COMPUTER TRAINING

The Chief of Naval Education and Training offers computer based training via the Internet. More than 300 classes may be accessed through this training. A wide array of current programming languages as well as utility programs are offered. All military and Department of Defense civilians are eligible to take this training. Supervisory approval is required when taking training during working hours or at the work site after hours.

For more information, the Naval Air Warfare Center Aircraft Division Information Management Department (IMD) Operations Center at (301) 342-3104 or the NAWCAD Information Technology Training Team (ITTT) at (301) 342-4888, can answer inquiries from all locations about accessing this training. This information is credited to Mr. James

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1999 call for this program will occur within the next few months. Now is the time to consider SEMDP as a part of your career goals. SEMDP information can be found at: <http://www.navair.navy.mil/naei/semdep.html>.

DEFENSE LEADERSHIP AND MANAGEMENT PROGRAM (DLAMP)

The FY 97-98 DLAMP season is progressing for all 17 NAVAIR participants. At this time, two participants are on rotational assignments and one participant is attending the Industrial College of the Armed Forces.

This program, like the Senior Executive Management Development Program (SEMDP), offers our experienced people an opportunity to obtain enhanced knowledge, skills and abilities as leaders and managers. It differs from SEMDP by offering leaders and managers a global strategic Department of Defense perspective to effective administration.

DLAMP information can be found at: http://www.cpms.osd.mil/dlamp/news_events.html. It is not too early to begin planning your career goals in anticipation of the 1999 call for this developmental program.

ADVANCED PROGRAM MANAGEMENT COURSE (PMT-302)

Applications are currently being accepted for the 14-week Advanced Program Management Course (PMT-302). The course will begin 10 May 99 and conclude 13 Aug 99 at the Defense Systems Management College, Fort Belvoir, VA.

The PMT-302 curriculum is based on a set of acquisition management competencies established for Level III Certification in the Program Management Career Field. The curriculum presumes the knowledge baseline of the Intermediate Systems Acquisition Course (ACQ-201). ACQ-201 is a mandatory prerequisite for PMT-302.

Billets for PMT-302 are limited and prioritized first to those for whom attendance is mandatory. PMT-302 is mandatory for Level III Certification in Program Management under the Defense Acquisition Workforce Improvement Act (DAWIA).

Selections for PMT-302 will be determined through a competitive process. Applicants will be rated and ranked by a panel of senior managers. Ratings will be based on the following criteria: education, acquisition experience, Integrated Program Team (IPT) involvement, career goals, current job requirements, and anticipated organizational benefit. Endorsements are also a significant factor in the rating process; therefore, a one page endorsement by a supervisor or IPT leader is strongly recommended.

Copies of applications can be received from Department Training Coordinators. Completed applications should be forwarded to Ms. Kimberly Lane, (AIR-4.0C4), via Level II Competency Managers, no later than 09 Dec 98. Ms. Lane can be contacted at (301) 342-3452 for questions.

ACQUISITION WORKFORCE TUITION ASSISTANCE PROGRAM

The Department of the Navy (DON) has established the Acquisition Workforce Tuition Assistance Program (AWTAP), which is outlined in SECNAVINST 5300.36, for employees filling designated acquisition positions. The program is intended to provide funding for tuition costs associated with meeting statutory education requirements (requirements for certification and for membership in the Acquisition Professional Community (APC)) established by the Defense Acquisition Workforce Improvement Act (DAWIA). All courses funded by this program must be related to the acquisition business/management discipline and taken at an accredited institution of higher learning. All DON civilian and military acquisition workforce members are eligible to apply for tuition assistance under the AWTAP.

Planning is essential for successful development. SECNAVINST 5300.36 requires acquisition workforce members, in coordination with their supervisors, to prepare a Career Development Plan, which is equivalent to the Naval Air Systems Command's Individual Development Plan (IDP). Plans should identify short and long range career goals, such as primary and/or subsidiary career field certification or membership in the APC. Plans should also outline how education, training and developmental activities needed to achieve career goals and objectives shall be accomplished.

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wish to change from an existing plan. For non retirees, premiums are rising an average of about 7 percent after allowance for payment of the government share. Employees should read brochures on the various health plans or investigate the federal employees 1999 health benefits guide for cost comparison of various plans available from their HRO office. Intelligent selection of a health care provider is possible with the information obtainable from the aforementioned sources.

ASK THE 4.0 LEADERSHIP

As a result of your valuable comments that you would like more information regarding 4.0 policy and initiatives, we are launching a new section: Ask the 4.0 Leadership. We encourage you to submit your questions to the newsletter editor, Mike Kearns at kearnsma@navair.navy.mil. A member of the 4.0 Leadership Team will answer your questions in future newsletters. Following is a question and answer for guidance:

Q. Can the 40 hour annual training requirement be met by other than formal classroom training?

A. Yes. The requirement can be met through the following methods documented through your supervisor:

- Attending conferences
 - Reading books
 - Viewing videotapes
 - College courses
 - Mandatory training
 - Conferences
 - Lunch time seminars
 - Shadowing
 - Mentoring
 - In-house instruction
 - CD-ROM training
 - Manufacturer's training
 - Details with developmental objectives
 - Listening to audiotapes
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FAIR WINDS

Mr. Gerry Tietje, the Technical Director at NADEP North Island, retired from government service on 31 Oct 98. A retirement ceremony was held at NADEP North Island on 29 Oct 98 during which many of his friends and associates recognized his accomplishments and wished him farewell. Mr. Tietje was awarded a Special Act award plaque and certificate by Mr. Michael Fish (AIR-4.0C) and a Navy Meritorious Civilian Service Award by the NADEP North Island since September 1973. He holds both a Bachelor's and a Master's degree in Electrical Engineering. Fair winds and open skies to Gerry.

Welcome to Mr. Steve Springer who was recently selected to fill Gerry's position at North Island.

CONGRATULATIONS

Mr. Scott O'Neil (AIR-4.7) was recently selected as head of the Weapons/Targets Department of the Naval Air Warfare Center Weapons Division (NAWCWPNS) in July 1998. He fills the former position of Dr. Karen Higgins who is now the NAWC-WD 4.0 Business Unit Manager. Congratulations Scott!